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MEMORANDUM FOR: General Counsel
Comptroller
Director of Communications
Director of Logistics
Director of Personnel
Director of Security
Director of Training
Chief, Audit Staff
Chief, Commercial Staff
Chief, Management Staff
Chief, Medical Staff

1 MAR 1957

SUBJECT: Financial Management Improvement Program

1. The Offices and Staffs were recently provided copies of Bureau of the Budget Bulletin 57-5 together with a pamphlet entitled "Improvement of Financial Management in the Federal Government" and an analysis of the principle objectives of that program prepared by the Comptroller.

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2. Mr. [REDACTED] together with other senior officials of the Office of the Comptroller will give a presentation on this subject in the conference room of East Building at 1400 hours 14 March 1957. His talk will be directed at simply explaining the background leading to the development of the Financial Management Improvement Program and its ultimate purpose and objectives together with explanations of what it means to CIA and how we contemplate its implementation.

3. It is requested that this Office be provided the names of members of your Office who will attend this presentation. In view of the limited space available, we would like to limit attendance to the senior Administrative and Budget and Finance personnel and other officers directly concerned with financial management.

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4. In order to properly plan this presentation in an orderly manner, it is further requested that written questions on the publication referred in 1. above be submitted for answer by Mr. [REDACTED] or his panel.

5. The names of those who will attend and the written questions should be submitted to the Office of the Deputy Director (Support) by 7 March 1957.

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[REDACTED]
Special Assistant to the
Deputy Director (Support)

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